## **CEMCA**

## **Community of Practice for Teacher Educators**



Workshop on

"ICT Capacity building for DIET Principals" at Regional Institute of Education (RIE),

Mysuru, May 3 – 7, 2016

**Report from IT for Change** 

Edited by: Dr. Manas Ranjan Panigrahi Programme officer (Education) CEMCA, New Delhi

## **Table of Contents**

1
5
5
5
5
7
3
3
)
)
)
2
3
)

#### 1 Background

Within the overarching objectives of learning for development, CEMCA seeks to promote the adoption of a blended approach to ICT integration in the continuing professional development of teacher educators. In order to support the capacity building efforts of teacher educators in Karnataka, CEMCA and IT for Change (ITfC) are partnering in a programme for enabling teacher educators to integrate ICTs into their professional development through a "Community of Practice" (COP) approach.

As a part of this programme, during 2012-13, 2013-14 and 2014-15 ITfC conducted capacity building workshops for DIET faculty across Karnataka, for them to learn a variety of digital methods and become familiar with the processes of collaboratively accessing and creating open educational resources. Through these workshops and an online forum, ITfC helped create and develop the virtual COP for teacher educators.

#### 2 Programme aims

During 2015-16 to strengthen the COP, ITfC designed and conducted a workshop for DIET principals to help them understand ICT integration in their work for better planning and monitoring the programmes of district level. The aim was that training heads of DIETs would support the integration of ICTs in the work of the institution. Very rarely do DIET Principals receive any training and many of them have little or no exposure to computers and Internet. Making them comfortable in using and understanding ICTs hence becomes critical to support the COP model of individual and institutional learning in the area of teacher education. Once aware of the benefits of ICT in supporting self-learning and peer-learning, Principals would encourage their team to participate in the COP for building richer and shared understanding on their practice.

This document is a report on the principals' workshop and documents the aims, processes, experiences and learning outcomes. The workshop aims, agenda and resource materials are all available on the workshop page on http://karnatakaeducation.org.in/KOER/en/index.php/DIET\_principals\_COP\_2016

## 3 Workshop aims

The aims of the workshop included:

- Build basic ICT skills in DIET principals to develop an understanding the importance of ICT for management of DIET institutional processes including work planning (tour plans and annual plan preparations), teacher education management (administrative and academic supervision to develop teacher training plans effectively) etc.
- 2. Encouraging DIET principals to participate in COP to enhance their academic and administrative leadership through ICT.
- 3. Building and strengthening teacher educators' capacities to integrate ICTs into teacher-education, focusing on their professional development, leveraging the COP platform.
- 4. Building skills of collaborating in virtual learning communities of practice
- 5. Understanding the use of ICT to develop, share and to publish teacher training materials and resources for collaborative learning through DIET wiki and google drives.
- Discussing teacher-education concepts and plans to implement in institution's annual plans.

The workshop was planned for 4 days and the agenda was framed in consultations with DSERT and CEMCA. Along with the brief narrative of what happened, the learnings are also provided, in the report.

#### 4 Getting started

Over a period of four days, the participants learnt the integration of ICT in teacher education, with a unique learning theme identified for each of the four days, as follows:

- 1. Day 1 theme Principal as a (self and peer) learner,
- 2. Day 2 theme Institutional learning (Integration of ICT for DIET work planning and monitoring),
- 3. Day 3 theme Systemic learning (Teacher Professional Development) and
- 4. Day 4 theme Institutionalising the learning from the workshop (through DIET projects)

The session plan reflected the above thematic planning and is captured graphically through a mind-map, available on the workshop page on the COP platform, on http://karnatakaeducation.org.in/KOER/en/index.php/DIET\_principals\_COP\_2016#Agenda

#### 4.1 Inauguration session

The workshop was hosted by the RIE Mysuru in its well-resourced ICT lab. Mr. Basave Gowda Joint Director CTE Mysuru, Prof. D.G. Rao, Principal RIE Mysuru and Manjunath R SADPI1, DSERT inaugurated the programme. Manjunath R SADPI DSERT commenced the proceedings with an introduction to workshop objectives and the role of ICT in education. He spoke about the creation of the "Teacher Educators - Community of Practice" for DIET faculty in Karnataka, over the last three years, and the need for Principals, as heads of DIETs, to participate in and



Inauguration of program

support the COP. In his inaugural address, Prof. D.G. Rao, Principal RIE Mysuru stressed on the need for continuous professional development (CPD) for DIET faculty, specially for Principals. The heads of institutions require being aware of the latest advances in the field of education, specially education technology.

Gurumurthy Kasinathan, IT for Change, spoke on the need for teacher educators to learn new methods and approaches to teaching, integrating ICTs. In Karnataka, such integration is already being covered in the preservice and the in-service teacher education programmes One important way for the teacher-educators to continue their learning about ICT integration as well as other methods of professional development, was to become members of a 'Community of Practice' (COP) and both contribute to the COP, and take resources, ideas and other inputs from it, he suggested. The workshop would support participants to become members of the COP for teacher-educators in Karnataka.

<sup>&</sup>lt;sup>1</sup>Senior Assistant Director of Public Instruction

#### 4.2 Capturing participant profile

In any capacity building process, it is important to capture participant profile, including their expectations and experiences. Such information can provide a baseline to assess participant learning, as well as provide inputs for refining the workshop curriculum. Participants filled the information through the "Participant's information form", created using google docs. Since an important aim of the workshop was to enable participants to continue their interactions and learning beyond the workshop, email id's were created for all faculty who did not have these, and all participants were added to the teacher educator mailing list. All participants indicated their subject (curricular area like Mathematics, English etc.) of interest and specialisation in the participant information form and, were also made members of the subject forums for these subjects, in which school teachers are already members. Participant profile summary can be view here.

### 4.3 Basic Computer Literacy

The participants were at different levels of computer literacy. Even though, the workshop was planned assuming that the participants would have medium to high levels of computer literacy there were many participants who had low or nil computer literacy skills. Accordingly, the support faculty provided one-to-one support during the handson sessions.

#### 5 Technical Sessions

## 5.1 NCFTE- Chapters reading and discussion

Participants discussed National Curricular Framework for Teacher Education (NCFTE) chapters reading as reflection session everyday morning. The NCFTE is the main curricular document for teacher education; however, most principals had not read it. The aim of reading and understanding the framework was that, such shared understanding of the vision and approaches of teacher education, as discussed in the NCFTE, should inform capacity building and COP processes. The six chapters of the NCFTE were allocated to the Principals from the four divisions of Karnataka as follows:

- 1. Day 2 Chapter 1. Mysuru division- Smt. Bharathi, Mandya DIET Principal
- 2. Day 3 Chapter 2,3 and 4. Belgavi division- Sri Mohan Pundalik Jiragihal. Benglauru division, Sri Sudhakar, Chitradurga and Sri G.S.Prabhu Swamy, Shimoga DIET Principal.
- Day 4 Chapter 5 and 6. Kalburgi division. Sri Sreenivas Reddy, Bellary and Sri Mallikarjunaswamy, Raichur

After the presentation on the chapter was done by the Principal, the ITfC team presented the chapter, covering missing ideas and links. This was followed by an open discussion on the ideas of the chapter and how it related to current contexts and challenges.

In the beginning of the second day, Smt. Bharathi, Mandya DIET Principal presented her thoughts and ideas



NCFTE presentation by Manjunath, Sir SADPI DSERT

with group focusing on academic and administration leadership in DIET's, reflecting on NCFTE chapter 1 which discusses the context and vision of teacher education.

In the beginning of the third day we had a reading reflection on NCFTE chapter 2,3 & 4 focusing on, pre-service education (D.El.Ed) and in-service education.

In the beginning of the last day we had a discussion on NCFTE chapter 5 and 6 focusing on implementation of NCFTE in Karnataka. Principals discussed how they could prepare their DIET faculty Participants also discussed current training plans and academic structure of DIET's.

#### 5.2 Self-learning - Technology for connecting and learning

# Internet is my teacher- Personal digital library for self-learning

In this session, we explained what is the internet, use of internet for learning, personal and professional enrichment, creating personal digital library by using different web-based applications/ repositories (online tools, dictionaries, translation). We suggested to participants to select two topics as per their choice - one on a topic of professional interest and another one on a topic of personal interest. According their topics participants started to work with internet to search resource to build personal digital resource library. Participants have worked on creating folders, files and downloading images, text copy, paste and saving files into folders.



Here participants learnt about how to create digital resource library by creating and organising folders and files. They searched for selected resources on internet, downloaded and copied the text resource from the internet on their personal digital library folders. They also learnt to save images from internet.

# Peer learning - Email and mobile forums for connecting and peer learning

In this session we focused on building an understanding of the importance of Email communication and understanding virtual forums as a method of sharing and learning.

We were asked participants to open their emails and they were added to Karnataka teacher educators group and also to their interested subject group. We requested them to check their mails and to send reply to groups with their comments. Participants sent their personal digital library resources to group by attaching files through email.



Participants also learnt about basic rules of using emails regularly, and understood topics like subject line, attachments and adding signatures, downloading emails, saving attachments, understanding default filters and spam mails.

#### Smart principal with smart phone

Here in this session we focused on understanding simple way of using smart phones to learn to participate in virtual forums using email and mobile apps, using the mobile for learning purposes, using the mobile for online transactions etc.

Most of Participants had smart phones, we helped them to install and configure email and different apps like Telegram (mobile phone based group), online dictionaries, apps for shopping, bill payments, banking, etc. They learned to access mailing group and telegram group for DIET Principals, they also learnt to send messages in English and Kannada by using mobile phones.

A state level DIET principal telegram group was created and they have started sharing information through telegram. We recommended to the Principals that they should create a telegram group for all faculties within their DIET, this would enhance the communication within the DIET team, including for peer learning and sharing.

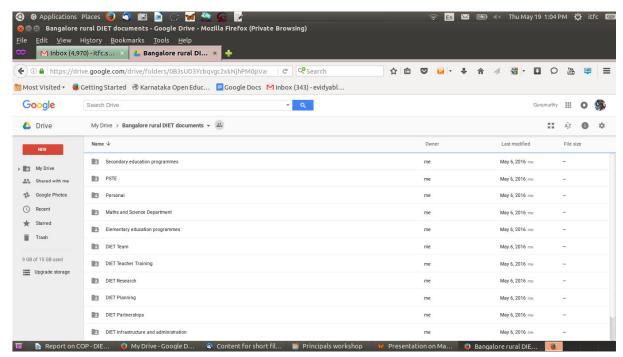
### 5.3 Planning Teacher Education

Manjunath sir took this session to explore Teacher education planning with DIET principals. The MHRD guidelines and Karnataka's experiences in teacher education planning was discussed in this session. The aim was to enable participants to share their own experiences of work planning and see the value of a COP in continuous sharing and learning about institutional planning, which is an important responsibility of the Principals.

#### 5.4 Institutional learning - Technology for planning and management

## DIET digital resource centre for storing and sharing

This session was planned to explain the importance of shared planning and sharing, using internet based (cloud) storage and using information to better manage the institution planning and monitoring activities. We showed a demonstration of using the google drive, and during this we uploaded some DIET documents on the DIET google drive. Participants learnt about digital folder structures and how can we make an institutional digital library. Participants worked with Google drive to upload resources, plans and reports prepared by the DIET. They learnt about Google drive could be used to share work and tour plan documents. Participants used their own DIET email ids to access Google drive apps.



Google Drive for storing and sharing institutional digital resources

They enjoyed learning about Google Calendars for tracking work and progress. The faculty helped them to install and configure google calendar on their mobile phones and demonstrated how faculty members in each DIET could use the google calendar to share their work diaries, by which all faculty members would become aware of the plans of all other faculty. These plans could also be dynamically changed and the latest picture would always be reflected in the google calendars on the smart phones of each faculty. Participants found this very powerful way to track and monitor the work of the institution. They recognised the value of this for effective planning of their work.

Google forms can be used to capture data from different sources. We demonstrated the use of google forms to capture teachers training needs and expectations, after that they can analyse teacher needs and expectations and can use in teacher-education planning. Participants explored internet-based methods for collecting teacher needs and feedback to improve training effectiveness. They understood the process of capturing teacher expectations / need (through the Google Form). They also understood how the data collected through the google form, could be analysed using the Google Form response summary.

## 5.5 Technology for creating and sharing - Open Educational Resources

DIETs are the main implementers for Subject Teacher Forum (STF) programme at the district level. The STF programme includes OER creation and sharing through the Karnataka Open Education Resource (KOER) portal, hence it was necessary to make DIET's Principals familiar with the concept of OER for teacher development and classroom teaching and the use of KOER.

We showed a demonstration of KOER pages and then we requested them to access KOER, NROER and TESS

India OER web pages and search resource for their topics.

The aim of Karnataka Open Educational Resources (KOER) is to connect teacher educators with teachers over the Internet and make the process of resource creation dynamic. Ms Ranjani took a session on types of websites, covering a range of categories such as; educational, games, e-commerce, travel, news. Participants also learned about the importance of the internet, what are OERs, the four Rn's of OERs<sup>2</sup>, why OERs have become important; global and Indian efforts in producing and sharing OER. Participants searched KOER pages for resources and links.

#### 5.6 Community of Practice

The Community of Practice (COP) platform seeks to connect teacher educators. As the participants were from Karnataka they were connected with other teacher educators from Karnataka over karnataka\_teachereducators@googlegroups.com. This mailing list is accessible from the COP portal http://teacher-network.in/. Resources created by teachers were accessed by clicking on the Resources link on the home page of the COP portal.

#### 6 Participants Feed back

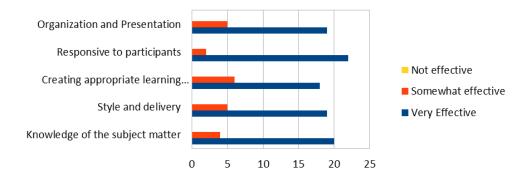
Participant feedback was obtained using google forms. A summary of the feedback is available on https://docs.google.com/forms/d/15mJzPryjKc2pmGg2E6AI4NwUWKKMlijcfXKAtijYGwU/viewanalytics. Feedback on the faculty, collated through many questions is summarised below

#### 6.1 General the effectiveness of the trainers

The responses for this question were mostly either 'Somewhat Effective' or 'Very – Effective', this is captured in the image below.

Effectiveness of faculty:

#### 6.2



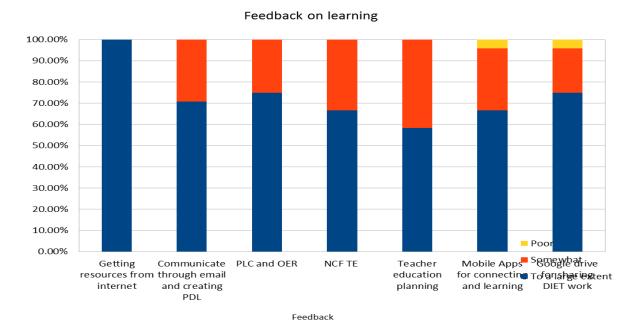
Report on COP workshop for DIET Principals, May 2016, IT for Change

<sup>&</sup>lt;sup>2</sup>Re-use, revise, re-mix and re-distribute

## 6.3 On what they learnt

Participants also gave feedback on each of the sessions, in terms of their own understanding and grasp. The feedback for most sessions that the participants had understood to a large extent, the ideas/concepts that were covered. This is provided in tabular and image formats.

Feedback item	To a large extent	Some what	Poor	Total
Understanding how to get resources from internet-	24	00	00	24
Learned to communicate with other through email Creating personal digital library		07	00	24
Understanding Professional Learning Communities and Open Educational Resources		06	00	24
Understanding NCF TE	16	08	00	24
Understanding Teacher education plans-	14	10	00	24
Understanding mobile based application for connecting and learning	16	07	01	24
Understanding Google drive for sharing and publishing DIET works-	18	5	1	24



Detailed summary of participant feedback is available here.

#### 7 Way Forward

After long discussion on vision for their DIET's. each participant selected one project idea from the following:-

- 1. Work planning and monitoring by using Google calendar.
- 2. Information management and resource centre through Google drive.
- 3. Teacher training information management from Google form
- 4. DIET institutional community of practice- Internal group within the DIET with Telegram
- 5. DIET Institutional Information sharing and publishing through DIET WIKI.

To implement all these ideas we have planned to hold a nodal officers' workshop, to train officers who will work with DIET principals for effective ICT integration in DIET activities. Discussion is under process to have nodal officers ICT capacity building workshop days at state level by DSERT and ITfC.

#### 8 Handouts shared

- 1. The resource handouts distributed to participants are available on the workshop page http://karnatakaeducation.org.in/KOER/en/index.php/DIET\_principals\_COP\_2016#Workshop\_handouts and the links are as follows.
- 2. What is Internet and Accessing Internet
- 3. Create personal digital library -Using Internet
- Understanding importance of Email communication
- 5. Understanding virtual forums as a method of sharing and learning
- 6. Learn to participate in virtual forums using email
- 7. List of useful android applications for your smart phones
- 8. Digital resource creation using text editor
- 9. DIET Digital Resource Centre for storing and sharing, using Google drive
- 10. DIET TEACHER TRAINING using | Google form
- 11. NCFTE Chapters
- 12. Animal Story

#### 9 Annexures

### 9.1 Annexure A - Participant information form details

The participants filled a google form and provided the following information

1. Your name

- 2. Your School name
- 3. District
- 4. Your cell phone
- 5. Designation
- 6. No of year experience
- 7. Gender
- 8. Date of Birth
- 9. How comfortable are you in English
- 10. Your personal email id
- 11. Do you use a computer
- 12. Do you own a personal computer
- 13. Do you access Internet
- 14. Your subject of interest
- 15. What are your expectations from this workshop
- 16. What are critical teacher training needs (TNA)
- 17. What kind of mobile phone do you have?
- 18. Have you taught pre-service (D.Ed)
- 19. What is your dream when you joined education service
- 20. What is your personal vision statements for education

The summary of participant information is available on http://karnatakaeducation.org.in/KOER/en/index.php/DIET\_principals\_COP\_2016#Agenda

## 9.2 Annexure B - Workshop Agenda

(Agenda is also available on

http://karnatakaeducation.org.in/KOER/en/index.php/DIET\_principals\_COP\_2016#Agenda)

Particulars	Session	Perso	Struct	Objectives	Participants Work
		n	ure		
Day 1 - DIET Principal as a learner					
Participant Information Form				To get an understanding of participant background and expectations	
Introduction and Objectives of workshop	1	DPI/ Guru	Discu ssion	objectives of the workshop2.Agenda familiarisation and shared	expectations from workshop

Technology for connecting and learning - 1 :Internet is my teacher- Personal digital library for self-learning		Demo / practi ce	Use of internet for learning, personal and professional enrichment3. Create personal digital library by using different web-based applications/	1. Participants needs to select 3 topics on professional and 2 topics on personal of their choice, and they should search from internet to store information regarding these topics.2. Participants will work with internet pages to create personal digital library for their topics3. Participants will work on creating folders, files and downloading images, text copy, paste and saving files into folders.		
Lunch Break						
Technology for creating and sharing - 1 - Digital resource creation using text editor		Hands -on	resources. Combine textual and image	Kannada and English typing to make a document2. Organize a resource document3. Export document as PDF		
Technology for connecting and learning  – 2: Communities of practice Email and mobile forums for connecting and peer learning	ni	Demo / practi ce	importance of Email communication 2. Understanding virtual	1.Participants will work on email. mail checking and replying with comments. 2. Learn about basic rules of emails- Subject line, Attachment and Adding signature3. Participants will send sample personal digital library resource by mail with attachment, signature etc. to Karnataka Teacher groups 4. Participants should ask one question to Karnataka Teacher groups through mail- (lifeline)5. Understanding Downloading emails, save attachments6. Understanding Default Filters, Spam		
Home Work - NCFTE Chapter 1 & 2 reading for next day morning reflection session						
Day 2 - My DIET as a lea	arning institution	n (COP)				
Reflection on the NCFTE documents	Guru	Discu ssion	NCFTE chapter 1	Participants should discuss with their reading reflection on NCFTE chapter. One group will share Animal story		

Planning Teacher Education		Discu ssion	Session by a Manjunath Sir on TE Plan	After this session, participants should reflect and write a possible vision statement for their DIET
Lunch Break				
Technology for connecting and learning – 3:Smart principal with smart phone -	Rakes h	Demo / practi ce	through smart phones .2. Learn to participate in virtual forums using email and mobile apps 3. Using the mobile for learning purposes4. Using the	Participants should have smart phones to access technology rapidly, Participants will check STF mails of their subject groups and they should reply to group with their comments and feedback. Resource persons will install and configure Email and different apps like Telegram and online dictionaries, demo - apps for shopping, taxi, Bill payments, banking, participants will learn to access mailing group and telegram group within DIET officers group. Messaging in English and Kannada
Technology for planning 4 and management – 1- DIET digital resource centre for storing and sharing	-6 Guru	Hands -on	importance of joint planning and sharing, using internet based storage2. Using information to better	Participants will work with Google drive to upload the resources, plans and reports prepared by the DIET. Google drive to share work and tour plan documents Participants should use their own DIET email Id's to access Google drive apps Learn Google Calendars for tracking work and progress - USE DIET GMAIL ID for creating events for all
Home Work - NCFTE Cha	pter 2, 3 & 4 re	ading f	or next day morning reflect	ion session
Day 3- DIET for Teacher d	levelopment			
Reflection on the NCFTE documents	Ranja ni		NCFTE chapter 2, 3 & 4 with focusing on :-	Participants should discuss with their reading reflection on NCFTE chapter. Two groups will present, 5 minutes each

DIET for teacher development - an example(Session by one principal)	ta ar op D	Presen How they were planned and monitoring activities within DIET ppen Discussion				
Lunch Break						
Technology for Planning and Management - 2 – Support for teacher development	Guru D	1. Teacher educators to start participating in subject forums to provide academic support and mentoring2. Using internet-based methods for collecting teacher needs and feedback to improve training effectiveness  1. Capturing teacher expectations / need (Google Form)2. Analysing teacher need (Google Form response summary) USE THE DIET PRINCIPAL INFORMATION FORM3. Planning training (Spreadsheet). Monitoring training (Google Form) - Show STF BATCH FEEDBACK.5. Studying feedback (Google form response summary)  BASIC ANALYSES FROM SPREADSHEET6. Participating in teacher forum. Participants should access STF groups mails and they have to find at least three good emails and explain why they are good.				
Technology for creating	Ranja D	Demo Importance of OER for Participants should access KOER,				
and sharing - 2 Open Educational Resources and Professional Learning Communities	ni / pr ce	teacher development and NROER and TESS India OER web classroom teaching e pages and search resource for their topics. The idea of STF (PLC)				
Technology for creating and sharing - 3Sharing and Publishing information of DIET work and resources	Rakes D	Demo 1.Understanding importance of sharing information openly for accountability through DIET wiki2.  Demonstration of schoolwiki as an example Participants should have their DIET wiki user ID and password with them.				
Home Work - NCFTE Chapter 5 and 6 reading for next day morning reflection session						
Day 4- Putting it all together	and way forwa	ard				
Reflection on the NCFTE documents						

	Cell / Guru	ssion	prepare my BRP's	
Technology for teaching learning – 1	Guru	tation and	Technology integration in subject teaching learning - Technology pedogogy and content knowledge	Show the TPACK page on KOER
Technology for creating and sharing - 3 (subject specific tools)		follow	technology can alter teaching learning	Creating Digital resource for subject teaching learning with ICT 1.Maths-Geogebra2.Science-Video, Phet, Kalzium3. Digital story telling
Lunch Break  Closing Session- Technology for my DIET 2016-17	DPI		understanding how can we strengthen our institution and work effectiveness in academic	_
Feedback submission	ITfC	– On	Participants will fill their feedback about workshop through google form.	

## 9.3 Annexure C – List of participating teacher educators

No	Name	District	Sex	Contact No	Personal email id
1	H.M.Malikarjunaswamy	Raichuru	M	9448999378	hmmswamy1313@gmail.com
2	Paramesh.B.S	Koppala	M	9448999375	diet.koppal@gmail.com
3	Sanjeev. B. Bingeri	Dharawada	M	8277042438	sanjeev.b.bingeri@gmail.com
4	Dayavathi	Dhakshina Kannada	F	9481848647	dayanr.niranjan@gmail.com
5	Meera K B	Davanagere	F	9449022547	kbmeera8@gmail.com
6	Radha Kumari.M.K	Ramanagara	F	9482130034	mkrraadha@gmail.com
7	Doddamallappa.S	Kodagu	M	9880872282	doddamallappa@gmail.com
8	Shekhara	Udupi	M	9448999381	shekharabk5@gmail.com
9	S P Betageri	Bagalakote	M	9448999356	spbetageri@gmail.com
10	Mohan Pundalik Jiragihal	Chikkodi	M	9448163467	mohanjiragihal2gmail.com
11	Bharathi	Mandya	F	9448214375	bharathimdy@gmail.com
12	Rukhsana Nazneen	Chikkamagaluru	F	9845005483	rnazneen65@gmail.com
13	S S Hiremath	Belagavi	M	9448241946	sshiremath72@gmail.com
14	G.S.PRABHU Swamy	Shivamogga	M	9448999379	prabhuswamygs55@gmail.com
15	Geethamba H N	Chamarajanagara	F	9448999363	dietgeetamba@gmail.com
16	Gayathri Devi	Tumkuru	F	9986090437	dgayathri08@gmail.com
17	R.Raghunandan	Mysore	M	9448265969	rrnandan2@gmail.com
18	Dr D V Kantha	Hassana	M	9448999371	kanthadv00@gmail.com
19	Pandit.A.N	Yadagiri	M	9901230054	Pandit1970@rediffmail.com
20	Basawaraj C Gawanalli	Bidar	M	9448999361	dietbidar@gmail.com
21	Sudhakar.N.S	Chithradurga	M	9448899180	sudhakarns12@gmail.com
22	Vedamurthy . C	Madhugiri	M	9448660345	vedamurthy99@gmail.com
23	Sreenivasa Reddy	Bellary	M	9739555605	sreenivasareddy1997@gmail.com
24	Madegowda M P	Bangalore Rural	M	9448999357	Mpmadegowda55@gmail.com